

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, JANUARY 5, 2015**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, January 5, 2015. The meeting was called to order at 7:05 p.m.

PRAYER – The Prayer was given by Councilor Bosco.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Arnone, Bosco, Cekala, Deni, Edgar, Hall, Kaupin Lee, Mangini, Stokes and Szewczak. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Derrik Kennedy; Town Clerk, Suzanne Olechnicki; Town Attorney, Kevin Deneen; Director of Public Works, Jonathan Bilmes

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #2982 by Councilor Mangini, seconded by Councilor Arnone to accept the minutes of the December 15, 2014 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2982** adopted 11-0-0.

MOTION #2983 by Councilor Arnone, seconded by Councilor Deni to accept the minutes of the December 15, 2014 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2983** adopted 11-0-0.

MOTION #2984 by Councilor Mangini, seconded by Councilor Arnone to accept the minutes of the December 16, 2014 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2984** adopted 11-0-0.

SPECIAL GUESTS

Certificates were presented to all Citizens' Academy graduates.

Chairman Kaupin stated another Citizens' Academy will be held in the fall.

Mr. Kennedy spoke about the success of the Citizens' Academy. He noted this is a ten-week class, and registration begins in the summer for the fall academy.

Chairman Kaupin stated the Police Academy is another successful program.

PUBLIC COMMUNICATIONS

Christine Norman, 16 Sky Street

Stated the water issue in her driveway still hasn't been resolved although she brought it to the attention of the Town back in October. She noted she was told things are being held up because of paperwork in the Town's legal department. She stated her hope this issue can be resolved.

Jack Sheridan, 7 Buchanan Road

Stated his belief there should be better communications between the Town and residents.

Referring to a recent Journal Inquirer article and Michael Dorn's membership with the NRA, Mr. Sheridan stated he was amazed the Town Council and Town Manager didn't know about this fact since it was made known in both of Mr. Dorn's presentations.

Mr. Sheridan referred to Item D on the agenda concerning 350 Enfield Street. He questioned why the Town is bothering with this property.

He referred to Item E on the agenda and the \$131,000 transfer. He stated his impression the Town was saving money in the IT area.

He suggested perhaps they can provide information in the next Citizens' Academy about how the Town and Board of Education put together their budgets.

Robert Tkacz, 5 Enfield Terrace

Stated Board of Education member, Peter Jonaitis, asked Christopher Drezek, the Deputy Superintendent where they got the money for the Suffield Vo-Ag, and Mr. Drezek responded, "a little bit from here and a little bit from there". He noted the real answer is that the money came from the Board of Education's surplus. He pointed out the school system had 20 less teachers this year than last year. He noted level funding their budget was the best thing that ever happened because nothing was cut.

Mr. Tkacz spoke about a new type of bullet proof glass, which is stronger than the glass currently being used. He noted it's called School Guard Glass, and it would slow down an intruder. He pointed out it's much less expensive than bullet proof glass. He stated independent consultants recommend this new glass.

He stated in the past Attorney Bromson did some research and it was learned the public can ask for a legal opinion.

Elizabeth Davis, 201 North Maple Street

Thanked the Town Manager, Assistant Town Manager and Town Council for the Citizens' Academy. She noted each department was extremely professional, and the Question and Answer sessions were excellent.

She spoke about the Suffield Vo-Ag and noted there's no surplus in the Enfield Board of Education funds. She noted they're short funds, and next year, they've already cut a seat from the Suffield Vo-Ag. She stated students have to apply to the Suffield Vo-Ag, and they aren't simply given a seat through a lottery as is done for a CREC school. She feels the Board of Education isn't being properly funded. She noted the number one way to build up Enfield and housing prices is to have the best education possible. She pointed out it's a proven factor that a top notch education increases home values. She urged the Town seriously look at funding education in Enfield. She stated Enfield has amazing teachers, and she hopes the Town will truly stand behind them as they do for the Fire Department and Police Department.

Ms. Davis stated she's not for armed guards in the schools because she feels it's a false sense of security, and those funds could be used elsewhere.

Robert Tkacz, 5 Enfield Terrace

Stated the Suffield Vo-Ag graduated seven students out of 15. He noted they have an 85% graduation rate in Enfield, which is dropping. He stated Enfield has no graduation test. He noted Massachusetts instituted a graduation test 15 years ago, and a student does not receive a diploma unless the test is passed.

COUNCILOR COMMUNICATIONS & PETITIONS

Councilor Mangini stated Council members received an email from CCM indicating they're having a municipal budget training session this Saturday in Cromwell from 9:00 a.m. to 12:00 p.m.

She encouraged drivers to pull over for emergency vehicles.

Councilor Mangini referred to tractor trailer trucks driving on side roads, i.e., Middle Road and raised the question of whether Enfield has an ordinance curtailing tractor trailer trucks from driving on certain roads.

She noted some streets in Enfield have back-up problems with their storm drains. She noted a few roads with this problem include Raffia Road, Donna and Debra Streets. She suggested perhaps Public Works can look into this issue.

Councilor Mangini stated her impression there was to be a discussion/traffic study for areas such as St. Bernard's Church and other churches in Enfield.

Councilor Bosco stated he spoke to the Town Manager about two months ago concerning Ms. Norman's flooded driveway. He noted he's disappointed to learn this problem hasn't been resolved.

He stated he had three complaints about plows driving through slush with their plows in the up position.

Councilor Edgar stated something must be done about the drainage complaint by Ms. Norman.

He questioned the status of streetlights in Thompsonville.

Councilor Arnone stated he was also under the impression that Ms. Norman's problem was going to be resolved.

Councilor Arnone noted he also saw that some side roads were not plowed.

Councilor Deni stated he had complaints from residents about their streets not being plowed.

Councilor Stokes stated his understanding people were expecting a warm-up to take care of the recent snowfall.

MOTION #2985 by Councilor Lee, seconded by Councilor Mangini to suspend the rules to address under Miscellaneous Items 14 D1, D2, E, F and G.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2985** adopted 11-0-0.

Chairman Kaupin requested an update on the striping of Charnley Road. He noted this issue was brought up in the fall.

He requested the Town Manager review the report from CRCOG and determine what's pertinent and get that out to the Council.

Chairman Kaupin congratulated the Enfield Police Department and all those who participated in the Toys for Joy event. He commended Officer Mike Krzynowek for doing a great job as the lead coordinator.

He congratulated the Enfield High School girls' basketball team for their recent win at a tournament at Fermi High School. He noted Fermi won against Stafford on the following day, and Enfield High then played East Granby and won the championship.

He requested an update on the Sky Street issue.

Chairman Kaupin stated he recently came in from out of town and driving the highways and taking some off streets in Massachusetts and Connecticut. He noted he was shocked when he hit what he considered main roads in Enfield, i.e., Middle Road. He stated he would like the Council given justification for how it's determined a street is treated and how a change in the forecast may change the way they would have treated the streets if they had that foresight. He noted through feedback he was getting, it appeared all the other towns were plowing their roads, and Enfield was not. He stated all weekend long he was waiting for some form of notification from the Town, but he didn't get one tweet or email. He noted he didn't know whether or not there was a parking ban, or whether there was a countdown clock for sidewalk cleaning. He noted the Town has to communicate, and he feels it's unacceptable to receive nothing for the whole weekend.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Coppler stated last year at this time, they did have snow, and they were talking about how good a job DPW did preparing the streets. He noted they're always striving to improve their level of service. He stated he was actually out in other towns on Sunday, and some of those towns were in worse shape. He noted there were roads in Enfield that were in good shape. He stated they typically don't communicate that they're not putting a parking ban in effect.

Mr. Bilmes stated obviously Public Works did not execute as they should have, nor as the Council would have liked them to. He apologized for the problems in the recent storm. He stated they need to work on the communications. He noted by the time they realized they weren't going to get the warm-up that all the weather services predicted, it was already 4:00 or 5:00 Sunday evening. He stated the choices were to call everyone in on Sunday evening, which is what they should have done in retrospect, but instead they went out in the morning and the damage was already done. He stated they'll do everything they can to make sure this doesn't happen again.

Attorney Deneen stated he will follow up on the Sky Street paperwork tomorrow morning.

Mr. Coppler stated he received correspondence from DOT, and they will be installing durable epoxy resin pavement markings along Route 5. He noted DOT typically sends him a notice that such work will be done with the question of whether or not the Town requires a public hearing for that work. There was a consensus by the Council that a public hearing would not be necessary.

He stated the Mayor received correspondence from Agnes Wosko asking to have Alden Avenue renamed. He noted in the eight years that he has been with the Town, the Council has shied away from renaming streets because there is a financial impact to residents and businesses. He stated there's the possibility a dedication can be done, which wouldn't change a street name. Chairman Kaupin suggested everyone talk about this topic within their caucus, and if there's interest they could put it on an agenda.

Mr. Coppler stated he received notice that Councilor Mangini was asked to serve as the Vice Chair of the Finance Administrative Intergovernmental Relations Committee for the National League of Cities.

Mr. Kennedy stated while Councilor Mangini was in Washington a couple months ago, Enfield was recognized by NLC for participating in the Service Line Warrantees Program. He noted if any resident wants any information about the water or sewer line warrantee programs they can go to www.slwofa.com or they can contact him.

Mr. Coppler stated the Council has before them an opinion from the Town Attorney as to the way zoning enforcement is being handled. He pointed out it's okay to use non-zoning officers to go out and check out complaints and submit the information to the ZEO who writes up the complaint and citation.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Deneen referred to the food truck question that came through on New Year's Eve, and that is being addressed.

Councilor Hall questioned whether a log is kept on things that come to the Town Attorney's Office, and Attorney Deneen responded everything is logged in as well as who is responsible for its turnaround.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Enfield High School Renovation Building Committee

Councilor Szewczak noted it has been quiet because of the holidays.

Chairman Kaupin questioned whether any information is available about the broken water pipe at Enfield High School.

Mr. Coppler stated they were able to do all the clean up associated with the water damage. He noted they did do some asbestos tile remediation, and everything was taken care of prior to the opening of school.

Chairman Kaupin questioned whether a December 23rd letter was distributed to staff and students at Enfield High School regarding the asbestos cleaning in the cafeteria, kitchen and girls' locker room. He noted a lot of parents stated that letter was never issued. He requested the Town Manager look into this, and Mr. Coppler stated his belief that letter didn't go out, but he will look into this.

Councilor Lee stated the subcommittee working on Information Technology topics has a meeting date in the near future. He's requesting a meeting date for the Development Services Subcommittee to meet before the first meeting in February. He noted the

primary agenda item is going to be to pick up where they left off with some of the blighted and abandoned properties.

OLD BUSINESS

APPOINTMENTS (TOWN COUNCIL)

MOTION #2986 by Councilor Deni, seconded by Councilor Mangini to remove from the table Item #18.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2986** adopted 11-0-0.

NOMINATION #2987 by Councilor Edgar to reappoint Howard Florian (D) as an Alternate member to the Commission on Aging for a term which expires 12/31/2017.

MOTION #2988 by Councilor Stokes, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2988** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Howard Florian reappointed to the Commission on Aging by an 11-0-0 vote.

MOTION #2989 by Councilor Edgar, seconded by Councilor Mangini to remove from the table Item #19.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2989** adopted 11-0-0.

NOMINATION #2990 by Councilor Mangini to appoint Yvonne Wollenberg (U) to the Library Board of Trustees for a term which expires 12/31/17.

MOTION #2991 by Councilor Hall, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2991** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Yvonne Wollenberg appointed to the Library Board of Trustees by an 11-0-0 vote.

MOTION #2992 by Councilor Mangini, seconded by Councilor Deni to remove Item #21 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2992** adopted 11-0-0.

NOMINATION #2993 by Councilor Arnone to appoint Billie-Jean Griffin (D) as an Alternate member to the Loan Review Committee for a term which expires 12/31/2016.

MOTION #2994 by Councilor Mangini, seconded by Councilor Arnone to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2994** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Billie-Jean Griffin appointed to the Loan Review Committee by an 11-0-0 vote.

APPOINTMENTS (TOWN MANAGER)

MOTION #2995 by Councilor Arnone, seconded by Councilor Szewczak to remove from the table Item #8.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2996** adopted 11-0-0.

MOTION #2996 by Councilor Arnone, seconded by Councilor Deni to accept the Town Manager's recommendation to appoint Amy Raymond (D) as a Homeowner member to the Fair Rent Commission for a term which expires 6/30/15.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2996** adopted 11-0-0.

Item C. remained tabled.

MOTION #2997 by Councilor Mangini, seconded by Councilor Edgar to remove Item D. from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2997** adopted 11-0-0.

MOTION #2998 by Councilor Edgar, seconded by Councilor Mangini to remove Item D. from the agenda.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2998** adopted 11-0-0.

Item E. remained tabled.

NEW BUSINESS

Item D. will appear on the next Regular Meeting agenda.

ITEMS FOR DISCUSSION

All items have been moved to Miscellaneous.

MISCELLANEOUS

APPOINTMENTS (TOWN MANAGER APPOINTED/COUNCIL APPROVED)

NOMINATION #2999 by Councilor Edgar to reappoint Alan Drinan (U) to the Capital Region Council of Governments Regional Planning Commission.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2999** adopted 11-0-0.

NOMINATION #3000 by Councilor Edgar to reappoint Lori Longhi (D) to the Capital Region Council of Governments Regional Planning Commission as an Alternate.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3000** adopted 11-0-0.

RESOLUTION #3001 by Councilor Mangini, seconded by Councilor Szewczak.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM:	TO:
10040000-499000 Fund Balance	10800092-593012 Transfer Out IT
\$130,866	\$130,866
FROM:	TO:
24040000-488500 Transfer From BOE	24040000-480001 Transfer From
	General Fund (Town)
\$130,866	\$130,866

CERTIFICATION: I hereby certify that the above-stated funds are available as of December 27, 2013.

/s/ A. Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3001** adopted 11-0-0.

RESOLUTION #3002 by Councilor Mangini, seconded by Councilor Hall.

WHEREAS, the Town of Enfield has no formal policy on the disposition of Town-owned surplus personal property (personal property); and

WHEREAS, the Enfield Town Council desires to establish a method of valuation for such personal property and a policy for the acceptable and appropriate disposition thereof;

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby adopt the Disposition of Town-owned Surplus Personal Property Policy heretofore attached as "Attachment A."

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3002** adopted 11-0-0.

RESOLUTION #3003 by Councilor Mangini, seconded by Councilor Lee.

BE IT RESOLVED, that the Town Council of the Town of Enfield hereby amends the employment contract for the Town Manager under Section 14, Deferred Compensation Plan, for the period November 1, 2014 through and including October 30, 2015 the Town shall not be required to make any further contribution to the Town Manager's ICMA Retirement Account and in lieu thereof the same sum shall be paid to the Town Manager. Thereafter, the Town Manager shall elect, prior to November 1 of each succeeding year, or until amended by both parties, to have this sum either contributed to his ICMA Retirement Account or paid in lump sum.

Councilor Edgar questioned if this is in lieu of an evaluation, and Chairman Kaupin responded no.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3003** adopted 8-3-0, with Councilor Cekala, Deni and Edgar voting against the resolution.

PUBLIC COMMUNICATIONS

Robert Tkacz, 5 Enfield Terrace

As concerns zoning violations in Longmeadow, it's only necessary to call the Police Department, and they try to handle the zoning violation, and if they are unable to do so, they turn it over to the Zoning Enforcement Officer the next day.

Mr. Tkacz noted he brought up the issue of people parking cars on sidewalks on Pearl Street, and people have to walk in the road. He pointed out a runner in another town was struck by a snowplow because he was in the road. He feels sidewalks should be fully utilized by pedestrians, and pedestrians should not be made to walk out into the road, which is dangerous. He went on to note that if panhandling is illegal in Enfield, it should be enforced.

COUNCILOR COMMUNICATIONS

Councilor Deni stated he noticed in the last couple weeks, there are trucks parked on the tree belt in the area of Spier and Mathewson Avenues, which makes it difficult for cars to see around these vehicles. He noted he'd like this addressed.

ADJOURNMENT

MOTION #3004 by Councilor Stokes, seconded by Councilor Deni to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3004** adopted 11-0-0, and the meeting stood adjourned at 8:40 p.m.

Attachment A

DISPOSITION OF TOWN-OWNED SURPLUS PERSONAL PROPERTY

Sections

- I. Purpose.
- II. Definitions.
- III. Guidelines.
- IV. Responsibility for administration.
- V. Determination of value.
- VI. Report to Town Manager—Initial procedure.
- VII. Surplus Property valued at less than two thousand dollars.
- VIII. Surplus Property valued at two thousand dollars or more.
- IX. Exceptions.

I. Purpose.

The purpose of this chapter is to establish a procedure for the disposition of Town-owned surplus personal property.

II. Definitions.

For purposes of this chapter, the following words or phrases shall have the meanings indicated below.

- A. ***Surplus Property*** means tangible personal property owned by the Town of Enfield that has been determined to be unneeded presently or in the foreseeable future, or that is no longer of value or use to the Town.
- B. ***Town Department*** means a department of the Town of Enfield as created by the Town Charter or by the Town Council.
- C. ***Town Manager*** means the Town Manager of the Town of Enfield or his designee.
- D. ***Value*** means an estimate of the reasonable market value of surplus property in “as is, where is” condition.

III. Guidelines.

Surplus property shall be disposed of in a manner that is in the Town’s best interests. Factors to consider in determining the Town’s best interests include, but are not limited to:

- A. Possible future needs of the Town;

- B. Present value of the property;
- C. Likelihood of locating a buyer;
- D. Intergovernmental cooperation;
- E. The general welfare of the citizens of the Town.

IV. Responsibility for administration.

The Town Manager is responsible for the administration of this chapter. The Town Manager shall coordinate the disposition of surplus property and shall assist the Town Council in determining the best method for disposal thereof. Town departments shall cooperate with the Town Manager to ensure the most efficient and beneficial disposal of surplus property.

V. Determination of value.

A Town Department wishing to dispose of any of its surplus property shall estimate the value thereof. If the Department responsible for the property is unable to estimate its value, the Town Manager shall determine the value.

VI. Report to Town Manager—Initial procedure.

A Town department responsible for tangible personal property which it wishes to declare as surplus property shall provide the Town Manager with a description of the property, its location, its condition, and its value.

VII. Surplus Property Valued at Less than Two Thousand Dollars (\$2,000).

The method of disposition of surplus property, the value of which is determined to be less than two thousand dollars (\$2,000), shall be determined by the Town Manager after consideration of the Town's best interests, consistent with the guidelines herein.

VIII. Surplus Property Valued at Two Thousand Dollars (\$2,000) or More.

The method of disposition of surplus property, valued at two thousand dollars (\$2,000) or more, must be approved by a majority of the Town Council in accordance with the following procedure:

- A. The Town Manager shall present a report to the Town Council which shall include the basis for the estimated value of the surplus property and a recommendation regarding the manner of disposal. Such recommendation shall be based on guidelines provided herein to determine the best interest of the Town.
- B. With Town Council approval, the Town Manager may dispose of the surplus property in one of the following ways:
 - 1. Public auction with at least one public notice consistent with State and Town requirements, a minimum of thirteen days prior to the auction date, providing a description of the surplus property, the date and the address of the auction;

2. Internet auction with at least one public notice consistent with State and Town requirements, a minimum of thirteen days prior to the auction date, providing a description of the surplus property, the date and the website address for the auction.
 3. Solicitation of written bids with at least one notice by publication in a newspaper having general circulation in the Town a minimum of thirteen days prior to the bid opening;
 4. Negotiated sale to one or more designated buyers with at least one notice by publication in a newspaper having general circulation in the Town a minimum of thirteen days prior to the proposal deadline;
 5. Transfer to another governmental agency at or below value; or
 6. Lease or loan of the surplus property.
- C. The Town Manager may request Town Council authorization to dispose of surplus property in another manner.
- D. The Town Council by resolution shall determine whether and in what manner the surplus property should be disposed.
- E. If the Town Manager is unable to dispose of the property in the manner specified by Council, the Town Manager shall report back to the Council and make a recommendation for further action.

IX. Exceptions.

If Town ordinances and the Connecticut General Statutes impose special conditions for the disposition of municipal property, Town officials shall comply with those requirements, treating them as limited mandatory exceptions to this chapter.